



**IMU Board of Trustees of the  
Electric, Water and Communications Utilities  
June 14, 2021  
City Hall Council Chambers  
5:30 p.m.**

**Agenda**

1. Call to Order
2. Roll Call
3. Public Comments
4. Consent Agenda
  - A. Claims for May 28 and June 14, 2021.
  - B. May 24, 2021 Minutes.
5. Electric Utility Action Items
  - A. Approving a proposal from P&E Engineering for the right of way services for the Downtown Underground Conversion Project.
6. Electric Utility Informational Items
7. Water Utility Action Items
  - A. Authorization for Warren Water to serve an IMU customer.
8. Water Utility Informational Items

9. Communications Utility Informational Items
10. Combined Electric, Water and Communications Utilities Action Items
  - A. Annual Salary Resolutions
    1. Resolution setting salaries and benefits for appointed officers and non-union employees of the Indianola Municipal Utilities for the period beginning June 20, 2021.
    2. Resolution setting salaries for union employees of the Indianola Municipal Utilities for the period beginning June 20, 2021.
11. Combined Electric, Water and Communications Utilities Informational Items
12. Other Business
13. Adjourn

**IMU Regular Downstairs**

**4. A.**

**Meeting Date:** 06/14/2021

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**Information**

**Subject**

Claims for May 28 and June 14, 2021.

**Information**

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**Attachments**

May 28 Claims

June 14 Claims

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# AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Thursday, May 27, 2021  
10:30:16 AM

| Vendor   | Due Date  | Notes                         | Terms          | Bill Total | Discount | Interest | Amount Due          | Payment             | Invoice Number         | Bill Number |
|--|-----------|-------------------------------|----------------|------------|----------|----------|---------------------|---------------------|------------------------|-------------|
| <b>Account To Be Paid From      0000-10120-999</b> |           |                               |                |            |          |          |                     |                     |                        |             |
| <b>City Of Indianola - VEND-1008 - BL-5639</b>     |           |                               |                |            |          |          |                     |                     |                        |             |
|  | 6/24/2021 | 0521 Caselle Claims           | Net 30         | 7,560.72   | 0.00     | 15.00    | 7,560.72            | 7,560.72            | 0521 Caselle<br>Claims | BL-5639     |
|  |           |                               |                |            |          |          | <b>7,560.72</b>     | <b>7,560.72</b>     |                        |             |
| <b>City Of Indianola - VEND-1008 - BL-5642</b>     |           |                               |                |            |          |          |                     |                     |                        |             |
|  | 6/26/2021 | 0521 Utility Payroll Expenses | Net 30         | 274,162.84 | 0.00     | 15.00    | 274,162.84          | 274,162.84          | 2702                   | BL-5642     |
|  |           |                               |                |            |          |          | <b>274,162.84</b>   | <b>274,162.84</b>   |                        |             |
| <b>U.S. Cellular - VEND-1104</b>                   |           |                               |                |            |          |          |                     |                     |                        |             |
|  | 6/11/2021 | 0521 Cel Phone                | Net 30         | 614.85     | 0.00     | 15.00    | 614.85              | 614.85              | 439452765              | BL-5640     |
|  |           |                               |                |            |          |          | <b>614.85</b>       | <b>614.85</b>       |                        |             |
|  |           |                               | Check Count: 3 |            |          | Totals:  | <b>\$282,338.41</b> | <b>\$282,338.41</b> |                        |             |

# AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Thursday, June 10, 2021

1:56:41 PM

| Vendor   | Due Date  | Notes                      | Terms  | Bill Total | Discount | Interest | Amount Due       | Payment          | Invoice Number | Bill Number |
|--|-----------|----------------------------|--------|------------|----------|----------|------------------|------------------|----------------|-------------|
| <b>Account To Be Paid From 0000-10120-999</b>            |           |                            |        |            |          |          |                  |                  |                |             |
| <b>Avesis Third Party Administrators Inc - VEND-1108</b> |           |                            |        |            |          |          |                  |                  |                |             |
|  | 7/1/2021  | 0621 Vision                | Net 30 | 257.00     | 0.00     | 15.00    | 257.00           | 257.00           | 2722700        | BL-5720     |
|  |           |                            |        |            |          |          | <b>257.00</b>    | <b>257.00</b>    |                |             |
| <b>Bally Sports Midwest - VEND-1222</b>                  |           |                            |        |            |          |          |                  |                  |                |             |
|  | 6/20/2021 | 0521 EXP Basic             | Net 30 | 4,333.02   | 0.00     | 15.00    | 4,333.02         | 4,333.02         | S73986         | BL-5752     |
|  |           |                            |        |            |          |          | <b>4,333.02</b>  | <b>4,333.02</b>  |                |             |
| <b>Bear Communications - VEND-1098</b>                   |           |                            |        |            |          |          |                  |                  |                |             |
|  | 6/22/2021 | Service Installs           | Net 30 | 3,596.72   | 0.00     | 15.00    | 3,596.72         | 3,596.72         | 20210529       | BL-5778     |
|  | 6/8/2021  | Service Installs           | Net 30 | 5,174.04   | 0.00     | 15.00    | 5,174.04         | 5,174.04         | 20210515       | BL-5779     |
|  | 6/15/2021 | Service Installs           | Net 30 | 4,646.72   | 0.00     | 15.00    | 4,646.72         | 4,646.72         | 20210522       | BL-5780     |
|  |           |                            |        |            |          |          | <b>13,417.48</b> | <b>13,417.48</b> |                |             |
| <b>Big Ten Network - VEND-1096</b>                       |           |                            |        |            |          |          |                  |                  |                |             |
|  | 6/30/2021 | 0521 BTN                   | Net 30 | 1,734.75   | 0.00     | 15.00    | 1,734.75         | 1,734.75         | 62215          | BL-5756     |
|  |           |                            |        |            |          |          | <b>1,734.75</b>  | <b>1,734.75</b>  |                |             |
| <b>Border States Industries Inc - VEND-1070</b>          |           |                            |        |            |          |          |                  |                  |                |             |
|  | 6/12/2021 | Secondary Peds             | Net 30 | 3,284.60   | 0.00     | 15.00    | 3,284.60         | 3,284.60         | 922068941      | BL-5670     |
|  | 6/20/2021 | 10KV Arresters             | Net 30 | 177.96     | 0.00     | 15.00    | 177.96           | 177.96           | 922119866      | BL-5671     |
|  |           |                            |        |            |          |          | <b>3,462.56</b>  | <b>3,462.56</b>  |                |             |
| <b>Brick Gentry P.C. - VEND-1004</b>                     |           |                            |        |            |          |          |                  |                  |                |             |
|  | 6/24/2021 | Legal services             | Net 30 | 2,385.00   | 0.00     | 15.00    | 2,385.00         | 2,385.00         | 352064         | BL-5704     |
|  |           |                            |        |            |          |          | <b>2,385.00</b>  | <b>2,385.00</b>  |                |             |
| <b>Cappel's Ace Hardware - VEND-1204</b>                 |           |                            |        |            |          |          |                  |                  |                |             |
|  | 6/19/2021 | Drain boilr brass and hose | Net 30 | 42.34      | 0.00     | 15.00    | 42.34            | 42.34            | 001071         | BL-5703     |
|  | 6/26/2021 | Drain boilr brass          | Net 30 | 58.13      | 0.00     | 15.00    | 58.13            | 58.13            | 001111         | BL-5662     |
|  |           |                            |        |            |          |          | <b>100.47</b>    | <b>100.47</b>    |                |             |
| <b>Casual Rags - VEND-1006</b>                           |           |                            |        |            |          |          |                  |                  |                |             |
|  | 6/18/2021 | US Uniform Shirts          | Net 30 | 100.52     | 0.00     | 15.00    | 100.52           | 100.52           | 154114         | BL-5648     |
|  | 7/3/2021  | Shirts and caps            | Net 30 | 299.54     | 0.00     | 15.00    | 299.54           | 299.54           | 154132         | BL-5731     |
|  |           |                            |        |            |          |          | <b>400.06</b>    | <b>400.06</b>    |                |             |
| <b>CDW Government - VEND-1029</b>                        |           |                            |        |            |          |          |                  |                  |                |             |

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Date Range: All Dates

## Indianola Municipal Utilities

Thursday, June 10, 2021

1:56:41 PM

| Vendor  | Due Date  | Notes  | Terms      | Bill Total | Discount | Interest | Amount Due       | Payment          | Invoice Number     | Bill Number |
|---|-----------|--|------------|------------|----------|----------|------------------|------------------|--------------------|-------------|
|   | 6/16/2021 | MOCA ADAPTER                                   | Net 30     | 893.49     | 0.00     | 15.00    | 893.49           | 893.49           | D264056            | BL-5766     |
|   |           |  |            |            |          |          | <b>893.49</b>    | <b>893.49</b>    |                    |             |
| <b>Cedar Falls Utilities - VEND-1045 - BL-5763</b>  |           |  |            |            |          |          |                  |                  |                    |             |
|   | 7/1/2021  | Labor and rack space                           | Net 30     | 6,355.71   | 0.00     | 15.00    | 6,355.71         | 6,355.71         | 91467              | BL-5763     |
|   |           |  |            |            |          |          | <b>6,355.71</b>  | <b>6,355.71</b>  |                    |             |
| <b>Cintas Corporation - VEND-1007</b>               |           |  |            |            |          |          |                  |                  |                    |             |
|   | 6/20/2021 | First aid supplies                             | Net 30     | 60.20      | 0.00     | 15.00    | 60.20            | 60.20            | 8405147694         | BL-5792     |
|   | 7/2/2021  | First aid supplies                             | Net 30     | 43.29      | 0.00     | 15.00    | 43.29            | 43.29            | 5064137334         | BL-5700     |
|   |           |  |            |            |          |          | <b>103.49</b>    | <b>103.49</b>    |                    |             |
| <b>City Of Indianola - VEND-1008 - BL-5702</b>      |           |  |            |            |          |          |                  |                  |                    |             |
|   | 7/2/2021  | Water Pay App 1 & 2                            | Net 30     | 38,880.51  | 0.00     | 15.00    | 38,880.51        | 38,880.51        | 2708               | BL-5702     |
|   |           |  |            |            |          |          | <b>38,880.51</b> | <b>38,880.51</b> |                    |             |
| <b>City Of Indianola - VEND-1008 - BL-5710</b>      |           |  |            |            |          |          |                  |                  |                    |             |
|   | 7/1/2021  | 0621 Professional services                     | Net 30     | 90,189.83  | 0.00     | 15.00    | 90,189.83        | 90,189.83        | 2707               | BL-5710     |
|   |           |  |            |            |          |          | <b>90,189.83</b> | <b>90,189.83</b> |                    |             |
| <b>CORE &amp; MAIN - VEND-102636</b>                |           |  |            |            |          |          |                  |                  |                    |             |
|   | 5/22/2021 | Gasket, T-head cor, Anch, Gate vlv, Hyd ext, S | Open Terms | 5,665.00   | 0.00     | 0.00     | 5,665.00         | 5,665.00         | 0281044            | BL-5781     |
|   |           |  |            |            |          |          | <b>5,665.00</b>  | <b>5,665.00</b>  |                    |             |
| <b>Crystal Clear Communications LLC - VEND-1205</b> |           |  |            |            |          |          |                  |                  |                    |             |
|   | 7/1/2021  | Monthly newsletter and graphics                | Net 30     | 1,750.00   | 0.00     | 15.00    | 1,750.00         | 1,750.00         | CCC-0235           | BL-5733     |
|   |           |  |            |            |          |          | <b>1,750.00</b>  | <b>1,750.00</b>  |                    |             |
| <b>David Dubczak - VEND-1141 - BL-5782</b>          |           |  |            |            |          |          |                  |                  |                    |             |
|   | 6/9/2021  | Credit Refund                                  | Net 30     | 60.15      | 0.00     | 0.00     | 60.15            | 60.15            | 00039450-5         | BL-5782     |
|   |           |  |            |            |          |          | <b>60.15</b>     | <b>60.15</b>     |                    |             |
| <b>Denman &amp; Company, LLP - VEND-1193</b>        |           |  |            |            |          |          |                  |                  |                    |             |
|   | 6/27/2021 | Professional Services-FY20 Audit               | Net 30     | 4,900.00   | 0.00     | 15.00    | 4,900.00         | 4,900.00         | 5921-D140742       | BL-5725     |
|   |           |  |            |            |          |          | <b>4,900.00</b>  | <b>4,900.00</b>  |                    |             |
| <b>DES PLANQUES, CHRIS - VEND-101766</b>            |           |  |            |            |          |          |                  |                  |                    |             |
|   | 6/2/2021  | 0621 Mobile Device                             | Open Terms | 75.00      | 0.00     | 0.00     | 75.00            | 75.00            | 0621 Mobile Device | BL-5745     |
|   |           |  |            |            |          |          | <b>75.00</b>     | <b>75.00</b>     |                    |             |

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|--|-----------|--------------------------------|------------|------------|----------|----------|-----------------|-----------------|------------------------|-------------|
| <b>Don Fitzsimmons - VEND-1141 - BL-5686</b>                 |           |                                |            |            |          |          |                 |                 |                        |             |
|  | 6/1/2021  | Credit Refund                  | Net 30     | 167.41     | 0.00     | 0.00     | 167.41          | 167.41          | 00043281-9             | BL-5686     |
|  |           |                                |            |            |          |          | <b>167.41</b>   | <b>167.41</b>   |                        |             |
| <b>Doug Shull - VEND-1105</b>                                |           |                                |            |            |          |          |                 |                 |                        |             |
|  | 6/27/2021 | 0621 Treasury Contract         | Net 30     | 83.34      | 0.00     | 15.00    | 83.34           | 83.34           | 0621 Treasury Contract | BL-5669     |
|  |           |                                |            |            |          |          | <b>83.34</b>    | <b>83.34</b>    |                        |             |
| <b>Dylan Michelsen - VEND-1180</b>                           |           |                                |            |            |          |          |                 |                 |                        |             |
|  | 7/1/2021  | 0621 Mobile Device             | Net 30     | 75.00      | 0.00     | 15.00    | 75.00           | 75.00           | 0621 Mobile Device     | BL-5742     |
|  |           |                                |            |            |          |          | <b>75.00</b>    | <b>75.00</b>    |                        |             |
| <b>Electrical Engineering &amp; Equipment Co - VEND-1114</b> |           |                                |            |            |          |          |                 |                 |                        |             |
|  | 6/24/2021 | Service and labor on generator | Net 30     | 247.33     | 0.00     | 15.00    | 247.33          | 247.33          | 822597-00              | BL-5730     |
|  |           |                                |            |            |          |          | <b>247.33</b>   | <b>247.33</b>   |                        |             |
| <b>Elisha Brown - VEND-1209</b>                              |           |                                |            |            |          |          |                 |                 |                        |             |
|  | 7/1/2021  | 0621 Mobile Device             | Net 30     | 25.00      | 0.00     | 15.00    | 25.00           | 25.00           | 0621 Mobile Device     | BL-5747     |
|  |           |                                |            |            |          |          | <b>25.00</b>    | <b>25.00</b>    |                        |             |
| <b>Fuse Technic LLC - VEND-1012</b>                          |           |                                |            |            |          |          |                 |                 |                        |             |
|  | 7/1/2021  | Consulting                     | Net 30     | 675.00     | 0.00     | 15.00    | 675.00          | 675.00          | FT20210601001          | BL-5774     |
|  |           |                                |            |            |          |          | <b>675.00</b>   | <b>675.00</b>   |                        |             |
| <b>GRAYMONT WESTERN LIME INC - VEND-101387</b>               |           |                                |            |            |          |          |                 |                 |                        |             |
|  | 5/19/2021 | High calcium quicklime         | Open Terms | 4,605.42   | 0.00     | 0.00     | 4,605.42        | 4,605.42        | 167556                 | BL-5647     |
|  |           |                                |            |            |          |          | <b>4,605.42</b> | <b>4,605.42</b> |                        |             |
| <b>Hearst Television Inc - VEND-1131</b>                     |           |                                |            |            |          |          |                 |                 |                        |             |
|  | 6/30/2021 | 0521 KCCI                      | Net 30     | 5,248.00   | 0.00     | 15.00    | 5,248.00        | 5,248.00        | 385945                 | BL-5764     |
|  |           |                                |            |            |          |          | <b>5,248.00</b> | <b>5,248.00</b> |                        |             |
| <b>Heather Lesiear - VEND-1141 - BL-5784</b>                 |           |                                |            |            |          |          |                 |                 |                        |             |
|  | 6/9/2021  | Credit Refund                  | Net 30     | 34.25      | 0.00     | 0.00     | 34.25           | 34.25           | 00002588-3             | BL-5784     |
|  |           |                                |            |            |          |          | <b>34.25</b>    | <b>34.25</b>    |                        |             |
| <b>ImOn Communications LLC - VEND-1072</b>                   |           |                                |            |            |          |          |                 |                 |                        |             |

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## Indianola Municipal Utilities

Thursday, June 10, 2021

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|---|-----------|--|------------|------------|----------|----------|------------------|------------------|----------------|-------------|
|   | 6/30/2021 | Regulatory and billing                           | Net 30     | 6,868.68   | 0.00     | 15.00    | 6,868.68         | 6,868.68         | INV0033411     | BL-5775     |
|   |           |  |            |            |          |          | <b>6,868.68</b>  | <b>6,868.68</b>  |                |             |
| <b>IMU - VEND-8629</b>                        |           |  |            |            |          |          |                  |                  |                |             |
|   | 6/2/2021  | Utilities-Fiber                                  | Open Terms | 1,193.33   | 0.00     | 0.00     | 1,193.33         | 1,193.33         | 10119703       | BL-5767     |
|   | 6/2/2021  | Utilities-EL                                     | Open Terms | 1,267.75   | 0.00     | 0.00     | 1,267.75         | 1,267.75         | 10115047       | BL-5698     |
|   | 6/2/2021  | Utilities-Util Svcs                              | Open Terms | 218.46     | 0.00     | 0.00     | 218.46           | 218.46           | 10119903       | BL-5699     |
|   | 6/2/2021  | Utilities-WA                                     | Open Terms | 13,280.38  | 0.00     | 0.00     | 13,280.38        | 13,280.38        | 10119715       | BL-5708     |
|   |           |  |            |            |          |          | <b>15,959.92</b> | <b>15,959.92</b> |                |             |
| <b>Infomax Office Systems Inc - VEND-1013</b> |           |  |            |            |          |          |                  |                  |                |             |
|   | 6/25/2021 | 0521 Copier contract                             | Net 30     | 835.50     | 0.00     | 15.00    | 835.50           | 835.50           | 29394599       | BL-5732     |
|   |           |  |            |            |          |          | <b>835.50</b>    | <b>835.50</b>    |                |             |
| <b>Innovative Systems - VEND-1048</b>         |           |  |            |            |          |          |                  |                  |                |             |
|   | 7/3/2021  | 0621 Utility bills printing and postage          | Net 30     | 5,784.45   | 0.00     | 15.00    | 5,784.45         | 5,784.45         | 55519          | BL-5726     |
|   | 7/2/2021  | Software   | Net 30     | 10,915.56  | 0.00     | 15.00    | 10,915.56        | 10,915.56        | 55386 & 55387  | BL-5727     |
|   | 7/2/2021  | June elation maint fee and June additional utili | Net 30     | 11,520.00  | 0.00     | 15.00    | 11,520.00        | 11,520.00        | 55387 & 55386  | BL-5728     |
|   |           |  |            |            |          |          | <b>28,220.01</b> | <b>28,220.01</b> |                |             |
| <b>Iowa One Call - VEND-1015</b>              |           |  |            |            |          |          |                  |                  |                |             |
|   | 6/17/2021 | Locates  | Net 30     | 739.80     | 0.00     | 15.00    | 739.80           | 739.80           | 231441         | BL-5649     |
|   | 6/17/2021 | Locates  | Net 30     | 714.60     | 0.00     | 15.00    | 714.60           | 714.60           | 230767         | BL-5657     |
|   | 6/17/2021 | Locates  | Net 30     | 372.60     | 0.00     | 15.00    | 372.60           | 372.60           | 231440         | BL-5759     |
|   |           |  |            |            |          |          | <b>1,827.00</b>  | <b>1,827.00</b>  |                |             |
| <b>Iowa Radio Plus - VEND-1223</b>            |           |  |            |            |          |          |                  |                  |                |             |
|   | 6/29/2021 | :30 Web ad                                       | Net 30     | 34.20      | 0.00     | 15.00    | 34.20            | 34.20            | 21050354       | BL-5771     |
|   |           |  |            |            |          |          | <b>34.20</b>     | <b>34.20</b>     |                |             |
| <b>Iowa Utilities Board - VEND-1016</b>       |           |  |            |            |          |          |                  |                  |                |             |
|   | 4/30/2021 | IUB/OCA FY21 3rd Qtr Assessment                  | Net 30     | 614.75     | 0.00     | 15.00    | 614.75           | 614.75           | 53057          | BL-5641     |
|   |           |  |            |            |          |          | <b>614.75</b>    | <b>614.75</b>    |                |             |
| <b>ITRON INC. - VEND-25704</b>                |           |  |            |            |          |          |                  |                  |                |             |
|   | 9/12/2020 | IMA Driveby, 10001-25000 endpoints, subscrip     | Open Terms | 698.88     | 0.00     | 0.00     | 698.88           | 698.88           | 567558         | BL-5790     |
|   |           |  |            |            |          |          | <b>698.88</b>    | <b>698.88</b>    |                |             |
| <b>Jess' Lock &amp; Key - VEND-1088</b>       |           |  |            |            |          |          |                  |                  |                |             |
|   | 6/27/2021 | Old country club substation - rekey              | Net 30     | 76.00      | 0.00     | 15.00    | 76.00            | 76.00            | 519258         | BL-5738     |



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|--------------------------------------|---|------------|----------|------------|----------|----------|------------|---------------------------|----------------|-------------|
|                                      |   |            |          |            |          |          | 76.00      | 76.00                     |                |             |
| JMK LAWCARE - VEND-102101            |   |            |          |            |          |          |            |                           |                |             |
| 6/1/2021                             | 0421 & 0521 Mowing - Util Svcs                    | Open Terms | 245.00   | 0.00       | 0.00     | 245.00   | 245.00     | 0421 & 0521 Mowing Util S | BL-5748        |             |
| 6/1/2021                             | 0421 & 0521 Mowing - WA                           | Open Terms | 1,435.00 | 0.00       | 0.00     | 1,435.00 | 1,435.00   | 0421 & 0521 Mowing - WA   | BL-5749        |             |
| 6/1/2021                             | 0421 & 0521 Mowing - EL                           | Open Terms | 1,085.00 | 0.00       | 0.00     | 1,085.00 | 1,085.00   | 0421 & 0521 Mowing - EL   | BL-5751        |             |
|                                      |   |            |          |            |          |          | 2,765.00   | 2,765.00                  |                |             |
| KNIA/KRLS - VEND-1090                |   |            |          |            |          |          |            |                           |                |             |
| 6/29/2021                            | :30 Spots   | Net 30     | 757.80   | 0.00       | 15.00    | 757.80   | 757.80     | 21050514                  | BL-5773        |             |
|                                      |   |            |          |            |          |          | 757.80     | 757.80                    |                |             |
| Kurt Gocken - VEND-1023              |   |            |          |            |          |          |            |                           |                |             |
| 7/1/2021                             | 0621 Mobile Device                                | Net 30     | 75.00    | 0.00       | 15.00    | 75.00    | 75.00      | 0621 Mobile Device        | BL-5739        |             |
|                                      |   |            |          |            |          |          | 75.00      | 75.00                     |                |             |
| Kurt Ripperger - VEND-1025           |   |            |          |            |          |          |            |                           |                |             |
| 7/1/2021                             | 0621 Mobile Device                                | Net 30     | 75.00    | 0.00       | 15.00    | 75.00    | 75.00      | 0621 Mobile Device        | BL-5740        |             |
|                                      |   |            |          |            |          |          | 75.00      | 75.00                     |                |             |
| LONGER, CHRIS - VEND-34025           |   |            |          |            |          |          |            |                           |                |             |
| 6/2/2021                             | 0621 Mobile Device                                | Open Terms | 75.00    | 0.00       | 0.00     | 75.00    | 75.00      | 0621 Mobile Device        | BL-5743        |             |
|                                      |   |            |          |            |          |          | 75.00      | 75.00                     |                |             |
| Marquee Sports Network - VEND-1165   |   |            |          |            |          |          |            |                           |                |             |
| 6/30/2021                            | 0521 Expanded Basic                               | Net 30     | 2,616.30 | 0.00       | 15.00    | 2,616.30 | 2,616.30   | 0521 Expanded Basic       | BL-5757        |             |
|                                      |   |            |          |            |          |          | 2,616.30   | 2,616.30                  |                |             |
| McCoy Hardware Inc - VEND-1035       |   |            |          |            |          |          |            |                           |                |             |
| 6/25/2021                            | Cyc oil and brush set                             | Net 30     | 14.71    | 0.00       | 15.00    | 14.71    | 14.71      | A495789                   | BL-5659        |             |
| 3/24/2021                            | Battery   | Net 30     | 15.29    | 0.00       | 15.00    | 15.29    | 15.29      | A481103                   | BL-5651        |             |
|                                      |   |            |          |            |          |          | 30.00      | 30.00                     |                |             |
| MCMaster-CARR SUPPLY CO - VEND-34108 |   |            |          |            |          |          |            |                           |                |             |
| 5/21/2021                            | 60" High yellow cover w/ reflective red bands for | Open Terms | 246.52   | 0.00       | 0.00     | 246.52   | 246.52     | 58678521                  | BL-5672        |             |

# AP Check Preview

Date Range: All Dates

## Indianola Municipal Utilities

Thursday, June 10, 2021

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| Vendor                                | Due Date                          | Notes      | Terms    | Bill Total | Discount | Interest | Amount Due | Payment            | Invoice Number | Bill Number |
|---------------------------------------|-----------------------------------|------------|----------|------------|----------|----------|------------|--------------------|----------------|-------------|
|                                       |                                   |            |          |            |          |          | 246.52     | 246.52             |                |             |
| METCALF, MIKE - VEND-34230            |                                   |            |          |            |          |          |            |                    |                |             |
| 6/2/2021                              | 0621 Mobile Device                | Open Terms | 75.00    | 0.00       | 0.00     | 75.00    | 75.00      | 0621 Mobile Device | BL-5744        |             |
|                                       |                                   |            |          |            |          |          | 75.00      | 75.00              |                |             |
| Metlife - Group Benefits - VEND-1109  |                                   |            |          |            |          |          |            |                    |                |             |
| 7/1/2021                              | 0621 Dental                       | Net 30     | 2,028.36 | 0.00       | 15.00    | 2,028.36 | 2,028.36   | 0621 Dental        | BL-5711        |             |
|                                       |                                   |            |          |            |          |          | 2,028.36   | 2,028.36           |                |             |
| Michelle Bowlin - VEND-1141 - BL-5783 |                                   |            |          |            |          |          |            |                    |                |             |
| 6/9/2021                              | Credit Refund                     | Net 30     | 25.72    | 0.00       | 0.00     | 25.72    | 25.72      | 00053036-3         | BL-5783        |             |
|                                       |                                   |            |          |            |          |          | 25.72      | 25.72              |                |             |
| Mid American Energy Co - VEND-1018    |                                   |            |          |            |          |          |            |                    |                |             |
| 6/23/2021                             | Gas-110 S B                       | Net 30     | 28.87    | 0.00       | 15.00    | 28.87    | 28.87      | 512891265          | BL-5768        |             |
| 6/23/2021                             | Gas-909 E Hillcrest               | Net 30     | 13.71    | 0.00       | 15.00    | 13.71    | 13.71      | 512887967          | BL-5706        |             |
| 6/23/2021                             | Gas-1300 E Iowa Bldg A            | Net 30     | 22.49    | 0.00       | 15.00    | 22.49    | 22.49      | 512878193          | BL-5673        |             |
| 6/23/2021                             | Gas-1300 E Iowa Ave Bldg B        | Net 30     | 12.13    | 0.00       | 15.00    | 12.13    | 12.13      | 512870471          | BL-5674        |             |
| 6/19/2021                             | Gas-111 S Buxton-Muni Plant       | Net 30     | 12.13    | 0.00       | 15.00    | 12.13    | 12.13      | 512814048          | BL-5675        |             |
| 6/13/2021                             | Electric-Muni plt substation      | Net 30     | 10.10    | 0.00       | 15.00    | 10.10    | 10.10      | 512554764          | BL-5676        |             |
| 6/23/2021                             | Gas-210 W 2nd                     | Net 30     | 19.30    | 0.00       | 15.00    | 19.30    | 19.30      | 512907068          | BL-5697        |             |
| 7/2/2021                              | Gas-111 S Buxton, Municipal Plant | Net 30     | 22.17    | 0.00       | 15.00    | 22.17    | 22.17      | 512844591          | BL-5687        |             |
|                                       |                                   |            |          |            |          |          | 140.90     | 140.90             |                |             |
| Midwest Alarm Services - VEND-1116    |                                   |            |          |            |          |          |            |                    |                |             |
| 6/7/2021                              | 110 S B Fire alarm 0621 - 0522    | Net 30     | 436.56   | 0.00       | 15.00    | 436.56   | 436.56     | 349588             | BL-5758        |             |
|                                       |                                   |            |          |            |          |          | 436.56     | 436.56             |                |             |
| MIDWEST UNDERGROUND - VEND-102021     |                                   |            |          |            |          |          |            |                    |                |             |
| 6/2/2021                              | Hyd hose and fitting              | Open Terms | 59.41    | 0.00       | 0.00     | 59.41    | 59.41      | ID32682            | BL-5705        |             |
|                                       |                                   |            |          |            |          |          | 59.41      | 59.41              |                |             |
| Mutual Of Omaha - VEND-1107           |                                   |            |          |            |          |          |            |                    |                |             |
| 7/1/2021                              | 0621 Premiums                     | Net 30     | 1,466.64 | 0.00       | 15.00    | 1,466.64 | 1,466.64   | 1210248320         | BL-5712        |             |
|                                       |                                   |            |          |            |          |          | 1,466.64   | 1,466.64           |                |             |
| NAPA AUTO PARTS - VEND-35949          |                                   |            |          |            |          |          |            |                    |                |             |
| 5/25/2021                             | Oil                               | Open Terms | 6.99     | 0.00       | 0.00     | 6.99     | 6.99       | 994599             | BL-5650        |             |

# AP Check Preview

Date Range: All Dates

## Indianola Municipal Utilities

Thursday, June 10, 2021

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| Vendor  | Due Date   | Notes      | Terms     | Bill Total | Discount | Interest  | Amount Due | Payment            | Invoice Number | Bill Number |
|---|--|------------|-----------|------------|----------|-----------|------------|--------------------|----------------|-------------|
|   |  |            |           |            |          |           | 6.99       | 6.99               |                |             |
| NEBRASKA MUNICIPAL POWER POOL - VEND-36660    |  |            |           |            |          |           |            |                    |                |             |
| 6/3/2021                                      | Electric distribution service June 1, 2021 - May | Open Terms | 3,960.00  | 0.00       | 0.00     | 3,960.00  | 3,960.00   | 18842              | BL-5729        |             |
| 4/2/2021                                      | FY 21-22 Membership Dues & R & D Contribu        | Open Terms | 6,344.98  | 0.00       | 0.00     | 6,344.98  | 6,344.98   | 18524              | BL-5737        |             |
|   |  |            |           |            |          |           | 10,304.98  | 10,304.98          |                |             |
| Nexstar Broadcasting, Inc - VEND-1092         |  |            |           |            |          |           |            |                    |                |             |
| 6/30/2021                                     | 0521 Newsnation                                  | Net 30     | 292.98    | 0.00       | 15.00    | 292.98    | 292.98     | 386577             | BL-5753        |             |
| 6/30/2021                                     | 0521 WHO   | Net 30     | 5,040.00  | 0.00       | 15.00    | 5,040.00  | 5,040.00   | 386576             | BL-5754        |             |
|   |  |            |           |            |          |           | 5,332.98   | 5,332.98           |                |             |
| P & E ENGINEERING CO. - VEND-41540            |  |            |           |            |          |           |            |                    |                |             |
| 6/3/2021                                      | Engineering time & expenses related to downt     | Open Terms | 17,530.15 | 0.00       | 0.00     | 17,530.15 | 17,530.15  | 5847               | BL-5713        |             |
| 6/3/2021                                      | System expansion engineering                     | Open Terms | 1,012.00  | 0.00       | 0.00     | 1,012.00  | 1,012.00   | 5848               | BL-5714        |             |
|   |  |            |           |            |          |           | 18,542.15  | 18,542.15          |                |             |
| PIERCE BROTHERS REPAIR - VEND-42410           |  |            |           |            |          |           |            |                    |                |             |
| 5/20/2021                                     | Clamp bracket for hydraulic lines                | Open Terms | 122.00    | 0.00       | 0.00     | 122.00    | 122.00     | 49162              | BL-5645        |             |
|   |  |            |           |            |          |           | 122.00     | 122.00             |                |             |
| Power & Tel - VEND-1037                       |  |            |           |            |          |           |            |                    |                |             |
| 6/17/2021                                     | Closure Drop Terminal kit and batteries          | Net 30     | 511.00    | 0.00       | 15.00    | 511.00    | 511.00     | 7233863-00         | BL-5761        |             |
|   |  |            |           |            |          |           | 511.00     | 511.00             |                |             |
| Quality Pest Control - VEND-1087              |  |            |           |            |          |           |            |                    |                |             |
| 7/4/2021                                      | Pest control                                     | Net 30     | 76.62     | 0.00       | 15.00    | 76.62     | 76.62      | 66883              | BL-5735        |             |
|   |  |            |           |            |          |           | 76.62      | 76.62              |                |             |
| SHRED IT USA - VEND-103010                    |  |            |           |            |          |           |            |                    |                |             |
| 6/8/2021                                      | Shred service                                    | Open Terms | 77.29     | 0.00       | 0.00     | 77.29     | 77.29      | 8182192091         | BL-5788        |             |
|   |  |            |           |            |          |           | 77.29      | 77.29              |                |             |
| SKARSHAUG TESTING LABORATORY INC - VEND-50410 |  |            |           |            |          |           |            |                    |                |             |
| 5/26/2021                                     | High voltage testing                             | Open Terms | 80.41     | 0.00       | 0.00     | 80.41     | 80.41      | 252087             | BL-5793        |             |
|   |  |            |           |            |          |           | 80.41      | 80.41              |                |             |
| Skye McBroom - VEND-1026                      |  |            |           |            |          |           |            |                    |                |             |
| 7/1/2021                                      | 0621 Mobile Device                               | Net 30     | 75.00     | 0.00       | 15.00    | 75.00     | 75.00      | 0621 Mobile Device | BL-5741        |             |

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Indianola Municipal Utilities

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| Vendor                                 | Due Date                                      | Notes | Terms      | Bill Total | Discount | Interest | Amount Due | Payment  | Invoice Number | Bill Number |
|--|---|-------|------------|------------|----------|----------|------------|----------|----------------|-------------|
|  |   |       |            |            |          |          | 75.00      | 75.00    |                |             |
| STATE HYGIENIC LABORATORY - VEND-23245 |   |       |            |            |          |          |            |          |                |             |
| 6/1/2021                               | Testing                                       |       | Open Terms | 202.50     | 0.00     | 0.00     | 202.50     | 202.50   | 209646         | BL-5750     |
|  |   |       |            |            |          |          | 202.50     | 202.50   |                |             |
| STEINMETZ CORPORATION - VEND-102616    |   |       |            |            |          |          |            |          |                |             |
| 5/28/2021                              | East Iowa substation, westside substation     |       | Open Terms | 4,700.00   | 0.00     | 0.00     | 4,700.00   | 4,700.00 | 9785           | BL-5794     |
|  |   |       |            |            |          |          | 4,700.00   | 4,700.00 |                |             |
| SUMMIT DRILLING LLC - VEND-103054      |   |       |            |            |          |          |            |          |                |             |
| 6/2/2021                               | US Cellular-make ready work and bore on S 1st |       | Open Terms | 3,310.00   | 0.00     | 0.00     | 3,310.00   | 3,310.00 | 1668           | BL-5718     |
| 6/2/2021                               | Bore-South lift station                       |       | Open Terms | 2,460.00   | 0.00     | 0.00     | 2,460.00   | 2,460.00 | 1669           | BL-5719     |
|  |   |       |            |            |          |          | 5,770.00   | 5,770.00 |                |             |
| T.R.M. DISPOSAL LLC - VEND-101016      |   |       |            |            |          |          |            |          |                |             |
| 5/25/2021                              | 0621 Trash                                    |       | Open Terms | 40.00      | 0.00     | 0.00     | 40.00      | 40.00    | 19951          | BL-5643     |
|  |   |       |            |            |          |          | 40.00      | 40.00    |                |             |
| TEGNA - VEND-1148                      |   |       |            |            |          |          |            |          |                |             |
| 6/30/2021                              | 0521 WOI & KCWI                               |       | Net 30     | 6,040.00   | 0.00     | 15.00    | 6,040.00   | 6,040.00 | 388338         | BL-5755     |
|  |   |       |            |            |          |          | 6,040.00   | 6,040.00 |                |             |
| Terry-Durin Co - VEND-1038             |   |       |            |            |          |          |            |          |                |             |
| 6/17/2021                              | Pull Tape                                     |       | Net 30     | 159.43     | 0.00     | 15.00    | 159.43     | 159.43   | 82343-00       | BL-5709     |
|  |   |       |            |            |          |          | 159.43     | 159.43   |                |             |
| TrueNorth Companies LC - VEND-1100     |   |       |            |            |          |          |            |          |                |             |
| 6/25/2021                              | May safety meeting                            |       | Net 30     | 116.67     | 0.00     | 15.00    | 116.67     | 116.67   | 117642         | BL-5721     |
|  |   |       |            |            |          |          | 116.67     | 116.67   |                |             |
| Unite Private Networks - VEND-1054     |   |       |            |            |          |          |            |          |                |             |
| 7/1/2021                               | Dark fiber                                    |       | Net 30     | 3,147.05   | 0.00     | 15.00    | 3,147.05   | 3,147.05 | SI-21-012579   | BL-5772     |
|  |   |       |            |            |          |          | 3,147.05   | 3,147.05 |                |             |
| VEENSTRA & KIMM - VEND-57600           |   |       |            |            |          |          |            |          |                |             |
| 5/22/2021                              | Engineering                                   |       | Open Terms | 1,974.00   | 0.00     | 0.00     | 1,974.00   | 1,974.00 | 285107-4       | BL-5660     |
|  |   |       |            |            |          |          | 1,974.00   | 1,974.00 |                |             |
| VERIZON WIRELESS - VEND-3535           |   |       |            |            |          |          |            |          |                |             |

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|---|-----------|---|------------|------------|----------|----------|------------------|------------------|------------------------|-------------|
|   | 6/1/2021  | 0521 Hot spots                                | Open Terms | 360.09     | 0.00     | 0.00     | 360.09           | 360.09           | 9880892037             | BL-5789     |
|   |           |   |            |            |          |          | <b>360.09</b>    | <b>360.09</b>    |                        |             |
| <b>VISION METERING LLC - VEND-103244</b>              |           |   |            |            |          |          |                  |                  |                        |             |
|   | 5/28/2021 | 2S Electric Meters                            | Open Terms | 30,240.00  | 0.00     | 0.00     | 30,240.00        | 30,240.00        |                        | BL-5677     |
|   |           |   |            |            |          |          | <b>30,240.00</b> | <b>30,240.00</b> |                        |             |
| <b>Warren County Engineer - VEND-1102</b>             |           |   |            |            |          |          |                  |                  |                        |             |
|   | 7/3/2021  | 0521 Fuel distribution                        | Net 30     | 2,529.13   | 0.00     | 15.00    | 2,529.13         | 2,529.13         | 0521 Fuel Distribution | BL-5736     |
|   |           |   |            |            |          |          | <b>2,529.13</b>  | <b>2,529.13</b>  |                        |             |
| <b>Waste Management - VEND-1086</b>                   |           |   |            |            |          |          |                  |                  |                        |             |
|   | 6/25/2021 | 2 yard dumpster service                       | Net 30     | 72.79      | 0.00     | 15.00    | 72.79            | 72.79            | 6834483-0516-2         | BL-5707     |
|   | 6/25/2021 | 4 yard dumpster service                       | Net 30     | 61.51      | 0.00     | 15.00    | 61.51            | 61.51            | 6834485-0516-7         | BL-5770     |
|   |           |   |            |            |          |          | <b>134.30</b>    | <b>134.30</b>    |                        |             |
| <b>WESCO - VEND-60220</b>                             |           |   |            |            |          |          |                  |                  |                        |             |
|   | 6/2/2021  | 3-Phase Transformer Basement                  | Open Terms | 1,750.47   | 0.00     | 0.00     | 1,750.47         | 1,750.47         | 742290                 | BL-5795     |
|   | 6/5/2021  | Test leads                                    | Open Terms | 28.57      | 0.00     | 0.00     | 28.57            | 28.57            | 747990                 | BL-5796     |
|   | 6/2/2021  | Trench Scare Tape                             | Open Terms | 52.42      | 0.00     | 0.00     | 52.42            | 52.42            | 742039                 | BL-5797     |
|   | 6/9/2021  | Transmission Materials                        | Open Terms | 3,841.54   | 0.00     | 0.00     | 3,841.54         | 3,841.54         | 751470                 | BL-5798     |
|   | 6/2/2021  | Primary Fuses                                 | Open Terms | 46.87      | 0.00     | 0.00     | 46.87            | 46.87            | 742040                 | BL-5715     |
|   | 6/2/2021  | 200 Amp Cutouts                               | Open Terms | 2,034.13   | 0.00     | 0.00     | 2,034.13         | 2,034.13         | 742038                 | BL-5717     |
|   | 5/22/2021 | Fish tape - Unit 21                           | Open Terms | 72.18      | 0.00     | 0.00     | 72.18            | 72.18            | 730700                 | BL-5678     |
|   | 5/28/2021 | FR Long sleeve shirts                         | Open Terms | 4,124.58   | 0.00     | 0.00     | 4,124.58         | 4,124.58         | 737198                 | BL-5679     |
|   | 5/26/2021 | Orange Locate Paint                           | Open Terms | 157.93     | 0.00     | 0.00     | 157.93           | 157.93           | 733836                 | BL-5688     |
|   | 5/26/2021 | 600 Amp Connector                             | Open Terms | 1,744.96   | 0.00     | 0.00     | 1,744.96         | 1,744.96         | 733837                 | BL-5689     |
|   | 5/26/2021 | Red Locate Paint                              | Open Terms | 52.64      | 0.00     | 0.00     | 52.64            | 52.64            | 733835                 | BL-5690     |
|   | 5/22/2021 | One Time Locks                                | Open Terms | 261.62     | 0.00     | 0.00     | 261.62           | 261.62           | 730698                 | BL-5691     |
|   | 5/22/2021 | LB Elbows                                     | Open Terms | 496.29     | 0.00     | 0.00     | 496.29           | 496.29           | 730693                 | BL-5692     |
|   | 5/22/2021 | Fuses   | Open Terms | 803.04     | 0.00     | 0.00     | 803.04           | 803.04           | 730696                 | BL-5693     |
|   | 5/19/2021 | Ground Rods - Photo Controls - Insulated Prir | Open Terms | 1,110.56   | 0.00     | 0.00     | 1,110.56         | 1,110.56         | 725461                 | BL-5694     |
|   |           |   |            |            |          |          | <b>16,577.80</b> | <b>16,577.80</b> |                        |             |
| <b>Wiegert Disposal Inc - VEND-1081</b>               |           |   |            |            |          |          |                  |                  |                        |             |
|   | 7/1/2021  | 0621 Dumpster Service                         | Net 30     | 110.00     | 0.00     | 15.00    | 110.00           | 110.00           | 0621 Dumpster Service  | BL-5769     |
|   |           |   |            |            |          |          | <b>110.00</b>    | <b>110.00</b>    |                        |             |
| <b>Wisconsin Independent Network, LLC - VEND-1067</b> |           |   |            |            |          |          |                  |                  |                        |             |

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|--------|----------|-----------------------|-----------------|------------|----------|----------|--------------|--------------|----------------|-------------|
|        | 7/1/2021 | Ethernet and internet | Net 30          | 6,011.56   | 0.00     | 15.00    | 6,011.56     | 6,011.56     | WIN010755      | BL-5776     |
|        |          |                       |                 |            |          |          | 6,011.56     | 6,011.56     |                |             |
|        |          |                       | Check Count: 77 |            |          | Totals:  | \$365,374.37 | \$365,374.37 |                |             |

**IMU Regular Downstairs**  
**Meeting Date:** 06/14/2021

**4. B.**

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**Information**

**Subject**

May 24, 2021 Minutes.

**Information**

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**Attachments**

Minutes

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## BOARD OF TRUSTEE MINUTES – REGULAR SESSION – May 24, 2021

The Board of Trustees met in regular session at 5:30 p.m. on May 24, 2021, in the City Hall Council Chambers. Chairperson Adam Voigts called the meeting to order and on roll call the following members were present: Lesley Forbush (via Zoom), Deb Richardson, Adam Voigts, and Lori Smith. Absent: Mike Rozga.

The consent agenda consisting of the following was approved on a motion by Richardson and seconded by Smith. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

- Claims list for May 24, 2021.
- Minutes from May 10 and 12, 2021.
- Approval of April Financial Report.

Finance/HR Director Chris Longer stated she could provide the Board with a summarized financial report at future meetings.

Chairperson Voigts opened the Public Hearing on the proposed plans, specifications, form of contract and estimate of cost for the Downtown Underground Conversion Project and called for any objections to their approval. Kelly Shaw, 101 Phillip Place, spoke in opposition to the approval of the construction and materials contracts. No other comments were offered, and the Public Hearing was closed.

Al Powers, P&E Engineering, explained the project plans and his estimate of costs. He noted prices have recently increased due to economic conditions. General Manager Chris Des Planques stated the project was to be paid out of fund balance reserves with no borrowing or rate impact.

Resolution 2021-019 approving the proposed plans, specifications, form of contract and estimate of cost for the Downtown Underground Conversion Project was introduced on a motion by Richardson and seconded by Smith. On roll call, the vote was AYES: Richardson, Voigts, and Smith. NAYS: None. Board Member Forbush was unable to vote due to technical difficulties. Whereupon the Chairperson declared the motion passed.

General Manager Des Planques then discussed financing of the project if it were to move forward, noting that an electric rate increase would be necessary because the bid came in over budget. He recommended not awarding the contracts.

Mr. Powers laid out other options for the Board to discuss. The Board Members stated that while they are in support of the Streetscape Project, they will not consider awarding the contracts at this time and instead will modify IMU's plans, in a way that isn't likely to negatively impact the project as a whole, in order to be fiscally responsible.

There was no action taken on the resolution awarding construction contract nor the resolution awarding materials contract.

Electric Superintendent Mike Metcalf reported the Electric Department has been on working on new construction projects. Aaron Rasko has completed their apprenticeship and is now a journeyman.



It was moved by Smith and seconded by Richardson to authorize Warren Water to serve an IMU customer at 8369 110<sup>th</sup> Avenue. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

It was moved by Richardson and seconded by Smith to authorize Warren Water to serve an IMU customer at 14130 118<sup>th</sup> Avenue. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Water Superintendent Lou Elbert explained the scope of the Southeast Streetscape Water Main Extension Project, stating it will be done in conjunction with Phase 9 of the Streetscape Project. The project will include 8" mains, replace taps and provide better fire protection.

Smith moved and Richardson seconded to approve Resolution 2021-020 approving an Engineering Services Agreement with Veenstra & Kimm for the Southeast Streetscape Water Main Extension Project. On roll call, the vote was AYES: Forbush, Richardson, Voigts, and Smith. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

Water Superintendent Elbert reported to the Board the North 8<sup>th</sup> Street project will begin around June 21<sup>st</sup>.

The Telecommunications Department continues to work on installations, reported Superintendent Kurt Ripperger.

The Public Hearing on a resolution to consider the authorization of the sale of real property, commonly known as 2110 Country Club, by Indianola Municipal Utilities was opened by Chairperson Voigts. No comments were offered.

General Manager Des Planques stated neither the City of Indianola nor IMU had any interest or future plans for the property and recommends approval of the sale.

Resolution 2021-021, making final determination on the potential sale of real property and authorizing the execution of a purchase agreement by and between Indianola Municipal Utilities and Kevin D. Halterman was introduced on a motion by Richardson. Smith seconded the motion. On roll call, the vote was AYES: Forbush, Richardson, Voigts, and Smith. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

In discussion on participation in an assistance program, General Manager Des Planques said it is a similar agreement to LIHEAP but this program is administered by the Iowa Finance Authority. Participation will continue until funding runs out. Smith moved to approve participation in the Iowa Rent and Utility Assistance Program. Richardson seconded the motion. On roll call, the vote was AYES: Forbush, Richardson, Voigts, and Smith. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

In combined informational items, General Manager Des Planques stated he attended MEAN meetings where finances were discussed.

In other business, Board Member Smith asked that staff present a year-in-review on the software conversion project and highlight the lessons learned.

Meeting adjourned at 6:59 pm on a motion by Smith and seconded by Richardson.

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Adam Voigts, Chairperson

ATTEST:

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Jackie Raffety, Deputy Clerk

**IMU Regular Downstairs**

**5. A.**

**Meeting Date:** 06/14/2021

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**Information**

**Subject**

Approving a proposal from P&E Engineering for the right of way services for the Downtown Underground Conversion Project.

**Information**

Roll call is in order.

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**Attachments**

Resolution

Proposal

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Indianola Municipal Utilities  
**Resolution NO 2021-\_\_**

**RESOLUTION APPROVING PROPOSAL FROM P&E ENGINEERING COMPANY FOR THE SQUARE  
STREETSCAPE ELECTRICAL UNDERGROUND CONVERSION PROJECT**

**WHEREAS**, Indianola Municipal Utilities (“IMU”) is in need of engaging a company to provide services for the Square Streetscape Electrical Underground Conversion Project; and

**WHEREAS**, IMU has an engineering services agreement with P&E Engineering Company of Carlisle, Iowa; and

**WHEREAS**, P&E Engineering has proposed Right of Way services related to the Downtown Underground Conversion Project. P&E Engineering will coordinate all of the work covered by this proposal in amount not to exceed \$60,000; and

**WHEREAS**, it is the determination of the Board of Trustees that IMU should accept this proposal with P&E Engineering in the form attached as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED** by the IMU Board of Trustees that:

1. The proposal with P&E Engineering in an amount not to exceed \$60,000 is hereby approved; and
2. The IMU General Manager is authorized and directed to execute the agreement on behalf of Indianola Municipal Utilities.

PASSED this 14<sup>th</sup> day of June 2021.

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Adam Voigts, Chairperson

ATTEST:

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Jackie Raffety, Deputy City Clerk



Richard D. Kline, P.E. Timothy G. Ernst, P.E.  
Jared A. Kline, P.E. Mark C. Reisinger, P.E.

245 S. 5th St., PO Box 620, Carlisle, IA 50047  
p. 515-989-3083 f. 515-989-3138 pe@peengr.com

May 28, 2021

Mr. Mike Metcalf  
Indianola Municipal Utilities  
PO Box 356  
Indianola, IA 50125

Dear Mike:

I am pleased to present this proposal to you for Right of Way services related to the Downtown Underground Conversion Project. This proposal includes property ownership research, preparation of easement and agreement documents, contacting and negotiating with property owners, finalizing and notarizing documents, and delivering the signed documents to IMU for filing and recording.

The documents that are expected to be covered by this proposal are shown on the attached pages. The quantities are approximate and may vary depending on the results of initial contacts and on-going changes in the project design.

- 79 Agreements to allow IMU to modify building wiring
- 28 Easements to allow IMU installations on customer property
- 11 Two-party easements to allow the installation of one party's service facilities on another party's building (IMU will facilitate, but will not be a signatory to these easements)
- 89 Property owners to be contacted

P & E Engineering will coordinate all of the work covered by this proposal, and will keep IMU informed of the status of the negotiations. We will also work closely with you to determine alternatives if agreement on specific documents does not seem likely.

These services will be provided by James Diemer Right of Way Services, working as a sub-consultant to P&E Engineering. The sub-consultant's time will be billed at \$60/hr, with expenses billed at cost, and mileage at the current IRS rate. P & E will not mark up the sub-consultant's invoices, but we will bill for all time devoted to working with the sub-consultant at our standard rates.

The estimated cost for the proposed services is \$60,000. While it is impossible to accurately predict the time that will be required to successfully negotiate these types of documents, we believe it is a realistic estimate based on our experience with similar projects. We will keep you

May 28, 2021  
Mr. Mike Metcalf

Page 2 of 2

informed of the progress of the work, and will not exceed this estimate without your specific authorization.

This proposal does not include land surveying or related civil engineering or legal services. If land surveying is required to locate property corners or easement boundaries or if legal assistance is required to prepare easements or easement descriptions, these services will be procured directly by IMU.

Our services will be provided under the existing engineering services agreement between IMU and P&E dated September 23, 1996.

I look forward to working with you on this aspect of the project. Please call me if you have any questions or if you would like to discuss any aspects of this proposal.

Sincerely,



Jared Kline

Proposal Accepted on \_\_\_\_\_, 2021

Indianola Municipal Utilities

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Signed

**IMU Regular Downstairs****7. A.****Meeting Date:** 06/14/2021

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**Information****Subject**

Authorization for Warren Water to serve an IMU customer.

**Information**

IMU has received a request from a resident at 118th Lane (north of Grimes Place) to be served by Warren Water District (WWD) although the property is technically within the IMU service territory. Due to geographical barriers and a 2.5 mile main extension required to serve this customer, Superintendent Lou Elbert is recommending that the Board of Trustees approve a waiver for WWD to serve the property located at 118th Lane. A map is included to show the location of the property. Warren Water is already at this location.

Simple motion approving the notification from Warren Water as required by law to service this resident is in order.

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**Attachments**

118th Lane

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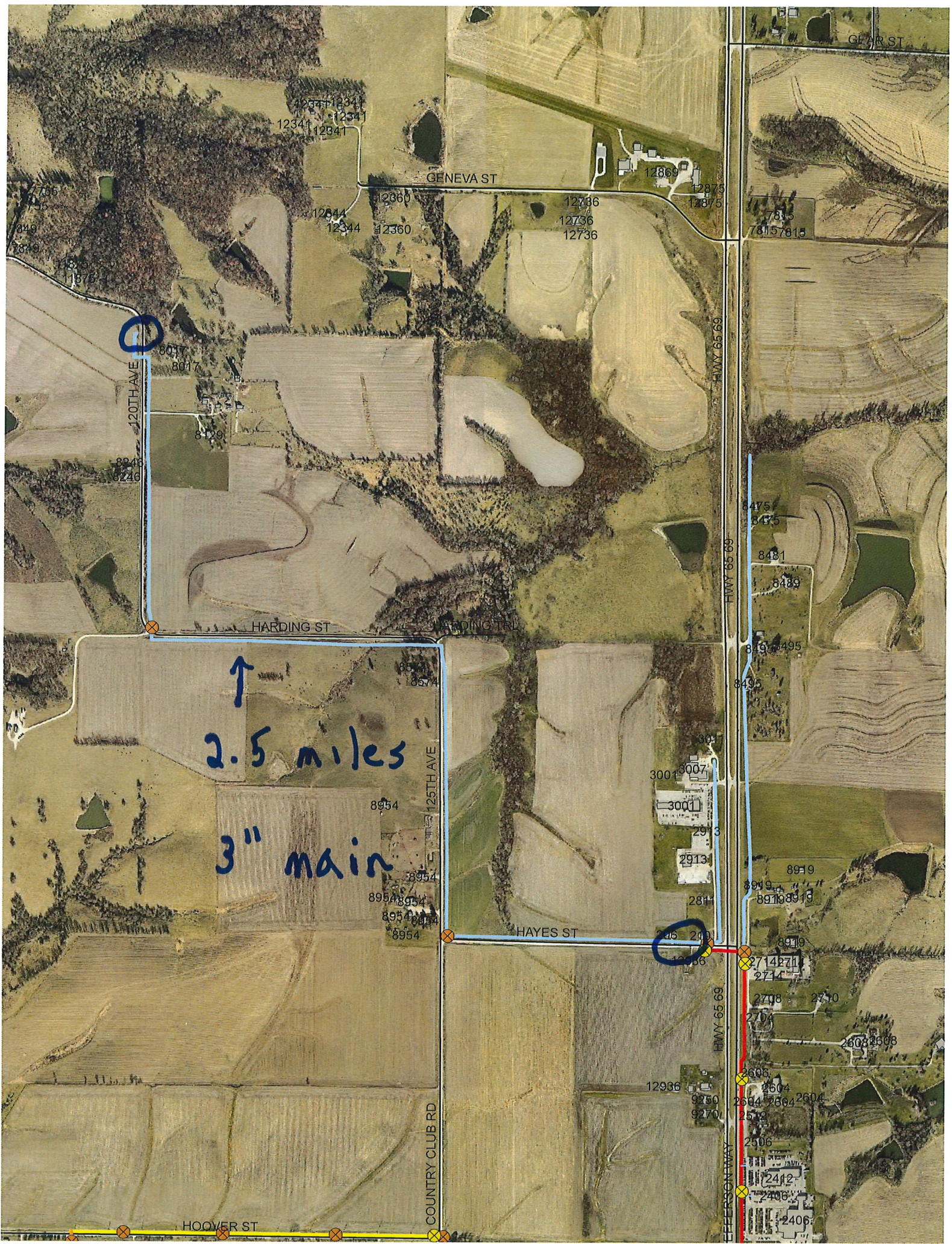
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**IMU Regular Downstairs**  
**Meeting Date:** 06/14/2021

**10. A.**

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**Information**

**Subject**

Annual Salary Resolutions

**Information**

Employees will also continue to receive the benefits included in the supplemental FY21-22 Employee Fringe Benefits Guide.

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**Attachments**

Benefits Guide

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## **Full Time Employee Fringe Benefits**

**July 1, 2021 – June 30, 2022**

## **I. Paid Holidays**

A. The following shall be observed as paid holidays:

1. New Year's Day-January 1
2. President's Day-Third Monday in February
3. Memorial Day-Last Monday in May
4. Independence Day-July 4
5. Labor Day-First Monday in September
6. Thanksgiving Day-Fourth Thursday in November
7. Day After Thanksgiving
8. Christmas Eve Day-December 24
9. Christmas Day-December 25

## **II. Vacation, Sick Leave and Personal Time**

A. Vacation leave shall be accrued as follows:

| <b>Length of Service</b>            | <b>Biweekly Accrual</b> |
|-------------------------------------|-------------------------|
| <b>Less than 2 years</b>            | 3.08 hours              |
| <b>2 years, less than 8 years</b>   | 4 hours                 |
| <b>8 years, less than 14 years</b>  | 5 hours                 |
| <b>14 years, less than 20 years</b> | 6.15 hours              |
| <b>20 years or more</b>             | 7.69 hours              |

Up to 167.69 hours of vacation may be carried forward to a new year.

B. Sick leave shall be accrued as follows:

| <b>Status of Employee</b>                                   | <b>Accrual Per Pay Period</b> |
|---|-------------------------------|
| <b>Full Time</b>  | 3.7 hrs                       |
| <b>Permanent Part Time Scheduled 30hrs or more per week</b> | 2.3 hrs                       |
| <b>Permanent Part Time Scheduled 35hrs or more per week</b> | 2.6 hrs                       |

A total of 800 unused sick hours will be carried over each year for all employees.

C. Personal Time

Personal time shall be accrued as follows.

| <b>Status of Employee</b>   | <b>Accrual Per Year</b> |
|-----------------------------|-------------------------|
| <b>Full Time, Non-Union</b> | 16 hrs                  |
| <b>Full Time, Union</b>     | Refer to union contract |

In the initial year of employment, personal time shall be prorated based upon the date of employment.

### III. **Deferred Compensation**

IMU contributes \$100 per month toward a deferred compensation annuity plan to those full-time employees who are CE-9 or above on the Personnel Management Guide pay scale and are eligible for this benefit immediately following enrolling in the plan.

IMU will contribute a dollar amount equal to that amount contributed by the employee up to \$75 or one and a half percent (1.5%) of salary per month, whichever is greater, for those employees who are on the Personnel Management Guide CE table pay scale. Employees are eligible for this benefit immediately following enrolling in the plan.

IMU will contribute a dollar amount equal to that amount contributed by the employee up to \$75 or one and a half percent (1.5%) of salary per month, whichever is greater, for those employees classified union under the Board of Trustees; see union contract for eligibility requirements.

**IMU Regular Downstairs**

**10. A. 1.**

**Meeting Date:** 06/14/2021

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**Information**

**Subject**

Resolution setting salaries and benefits for appointed officers and non-union employees of the Indianola Municipal Utilities for the period beginning June 20, 2021.

**Information**

In the packet for the Board's consideration is a formal resolution reflecting a three percent salary adjustment for non-union full-time employees.

Roll call is in order.

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**Attachments**

Salary Resolution

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**A RESOLUTION SETTING THE SALARIES FOR APPOINTED OFFICERS AND EMPLOYEES  
OF THE INDIANOLA MUNICIPAL UTILITIES FOR THE PERIOD BEGINNING JUNE 20, 2021**

**Section 1.** The following persons and positions named shall be paid the salaries or wages indicated, and the Finance Director is authorized to issue warrants, less legally required or authorized deductions from the amounts set out below, on a biweekly basis, and make such contributions to I.P.E.R.S. and Social Security or other purposes as required by law or authorization of the Trustees, all subject to audit and review by the Board of Trustees:

| <u>NAME</u>        | <u>RANGE</u> | <u>CURRENT<br/>ANNUAL</u> | <u>PROPOSED<br/>ANNUAL</u> | <u>HOURLY</u> |
|--------------------|--------------|---------------------------|----------------------------|---------------|
| Adam Voigts        |              | \$1,000                   | \$1,000                    |               |
| Mike Rozga         |              | \$1,000                   | \$1,000                    |               |
| Lesley Forbush     |              | \$1,000                   | \$1,000                    |               |
| Deb Richardson     |              | \$1,000                   | \$1,000                    |               |
| Lori Smith         |              | \$1,000                   | \$1,000                    |               |
| Chris Longer       | CE 10-6      | \$81,261                  | \$83,698                   | \$40.239      |
| Karen Peters       | CE 4-2+5%    | \$43,856                  | \$45,172                   | \$21.717      |
| Elisha Brown       | CE 8-1.5     | \$60,643                  | \$62,462                   | \$30.030      |
| Chelsie Cunningham | CE 4-3       | \$43,049                  | \$44,341                   | \$21.318      |
| Monica Thompspn    | CE 4-1.5     | \$41,083                  | \$42,316                   | \$20.344      |
| Rhonda Vance       | CE 4-1       | \$40,399                  | \$41,611                   | \$20.005      |
| Breanna Catron     | CE 4-1       | \$40,399                  | \$41,611                   | \$20.005      |
| Mike Metcalf       | CE 12-8      | \$103,304                 | \$106,403                  | \$51.155      |
| Lou Elbert         | CE 12-8      | \$103,304                 | \$106,403                  | \$51.155      |
| Kurt Ripperger     | CE 12-6      | \$97,857                  | \$100,793                  | \$48.458      |
| Skye McBroom       | CE 9-2       | \$65,772                  | \$67,746                   | \$32.570      |
| Kurt Gocken        | CE 11-4      | \$84,564                  | \$87,101                   | \$41.875      |
| Dylan Michelsen    | CE 6-1       | \$48,989                  | \$50,459                   | \$24.259      |

**Section 2.** Employees will also continue receive the benefits included in the supplemental FY21-22 Employee Fringe Benefits Guide.

**Section 3.** The City Clerk is hereby directed to publish this resolution.

**IMU Regular Downstairs**

**10. A. 2.**

**Meeting Date:** 06/14/2021

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**Information**

**Subject**

Resolution setting salaries for union employees of the Indianola Municipal Utilities for the period beginning June 20, 2021.

**Information**

In the packet for the Board's consideration is a formal resolution reflecting a three percent salary adjustment for union full-time employees.

Roll call is in order.

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**Attachments**

Salary Resolution

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**A RESOLUTION SETTING THE SALARIES FOR APPOINTED OFFICERS AND EMPLOYEES OF THE INDIANOLA MUNICIPAL UTILITIES FOR THE PERIOD BEGINNING JUNE 20, 2021**

**Section 1.** The following persons and positions named shall be paid the salaries or wages indicated, and the Finance Director is authorized to issue warrants, less legally required or authorized deductions from the amounts set out below, on a biweekly basis, and make such contributions to I.P.E.R.S. and Social Security or other purposes as required by law or authorization of the Trustees, all subject to audit and review by the Board of Trustees:

| <u>NAME</u>       | <u>RANGE</u> | <u>CURRENT<br/>ANNUAL</u> | <u>PROPOSED<br/>ANNUAL</u> | <u>LONGEVITY</u> | <u>HOURLY</u> |
|-------------------|--------------|---------------------------|----------------------------|------------------|---------------|
| Eric Lane         | R 24-4       | \$65,001                  | \$66,951                   | \$250            | \$32.308      |
| Jeromy Hoffman    | R 19-4       | \$51,969                  | \$53,528                   | \$0              | \$25.735      |
| Matt Breeden      | R 19-4       | \$51,969                  | \$53,528                   | \$0              | \$25.735      |
| Rodney Powers     | R 24-5       | \$67,598                  | \$69,626                   | \$350            | \$33.642      |
| Greg Dittmer      | R 24-5       | \$67,598                  | \$69,626                   | \$350            | \$33.642      |
| Justin Brand      | R 24-5       | \$67,598                  | \$69,626                   | \$300            | \$33.618      |
| Kyle Festler      | R 21-3       | \$55,034                  | \$56,685                   | \$0              | \$27.252      |
| Luke Anctil       | R 21-1       | \$50,884                  | \$52,411                   | \$0              | \$25.198      |
| Jason Henle       | R 27-3       | \$79,068                  | \$81,440                   | \$400            | \$39.346      |
| Tyler Offenburger | R 27-3       | \$79,068                  | \$81,440                   | \$300            | \$39.298      |
| Eric Schreier     | R 27-3       | \$79,068                  | \$81,440                   | \$250            | \$39.274      |
| Ben Hildreth      | R 26-2       | \$71,543                  | \$73,689                   | \$400            | \$35.620      |
| Stephen Clingman  | R 26-2       | \$71,543                  | \$73,689                   | \$300            | \$35.572      |
| Aaron Rasko       | R 26-1       | \$68,137                  | \$70,181                   | \$0              | \$33.741      |
| Ryan Boozell      | R 26-1       | \$68,137                  | \$70,181                   | \$0              | \$33.741      |
| Tyler Smith       | R 23-4       | \$61,801                  | \$63,655                   | \$250            | \$30.724      |
| Chris Morris      | R 23-3       | \$58,859                  | \$60,625                   | \$0              | \$29.147      |
| Gunnar Sampson    | R 23-1       | \$53,388                  | \$54,990                   | \$0              | \$26.438      |
| Nathan Edwards    | R 27-3       | \$79,068                  | \$81,440                   | \$400            | \$39.346      |
| Mike Metz         | R 24-5       | \$67,598                  | \$69,626                   | \$400            | \$33.666      |
| Ron Bowlin        | R 21-4       | \$57,785                  | \$59,519                   | \$400            | \$28.807      |
| Kevin Marmon      | R 21-3       | \$55,034                  | \$56,685                   | \$0              | \$27.252      |

**Section 2.** Employees will also continue receive the benefits included in the supplemental FY21-22 Employee Fringe Benefits Guide.

**Section 3.** The City Clerk is hereby directed to publish this resolution.